

**New Castle City Planning Commission Meeting**  
**Minutes**  
**June 23, 2014 -- 6:30 p.m.**  
**City of New Castle's Town Hall**

Members Present: Jonathan Justice  
David Baldini  
Daniel Bungy  
Joe DiAngelo  
Josephine Moore  
Mike Quaranta  
Florence Smith  
Vera Worthy

Member Absent: David Bird, Chair

Also Present: Debbie Pfeil, City Planner

The meeting was called to order at 6:32 p.m.

Minutes – Tabled until the next meeting.

Coastal Project Study Update – Ms. Pfeil reported that nothing new has been received. All information (plans, updates, status) are on the City's website.

Minor Subdivision

225 East Second Street – Parcel 21-015.00-121

227 East Second Street – Parcel 21-015.00-120

Ms. Pfeil informed the subdivision has been reviewed and approved by the Historic Area Commission (HAC) at its 5/15/14 meeting. There were no issues raised by HAC and no citizen comments about parking were raised. It meets all code requirements; no objections from the City Planner. The applicant will need to meet parking requirements, but no building construction plans have been received yet. Parking requirements were discussed.

Applicant Francis DeAscanis, Jr. said no off-street parking is being proposed. Ms. Moore asked if he would consider adding parking behind the properties. She is concerned that not enough parking is being provided in the area. Mr. DeAscanis recognizes the value of providing parking, but it may be cost prohibitive. Ms. Pfeil informed commissioners that parking could be recommended but the property owner is not required to add it. She does not recommend waiving parking requirements 100%. Mr. DiAngelo suggested looking into changing the Code as it relates to off-street parking requirements.

**A motion was made and seconded to approve the application as submitted.**  
**Motion unanimously approved.**

Re-zoning Request at #3 & #5 Buttonwood Avenue 21-001.00-011 – Tabled. No application received.

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Budget Status – Adopted FY14 budget is \$15,000; expenses year-to-date are approximately \$11,000.

Other Business – None.

Commissioners Comments – Mr. Baldini inquired if the implementation matrix in the Comprehensive Plan has been updated. Ms. Pfeil said the State requires an annual report each January. The majority of implementation is tied to funding. She will look into whether an update was done in January 2014 and get copies to commissioners. If no report was submitted she will look into preparing same. Her reports are detailed showing the status of all projects, from start to finish.

Mr. Baldini cited Land Use, Goal #2 of the implementation matrix. Ms. Pfeil said the matrix goes through the City Council budget process. She suggested the Planning Commission do an annual review of the matrix, prioritize, and submit to City Council for budget consideration.

Ms. Moore asked if City Council's parking study results for the five proposed areas (Parking Subcommittee Phase 1 Parking Plan) will come back to the Planning Commission. Ms. Pfeil explained the research is being done to determine viability of all five areas. She does not believe it would return to the Planning Commission and is unsure what the path forward will be once research is completed.

There were no comments from the public.

The next Planning Commission meeting is 7/28/14. The meeting was adjourned at 7:06 p.m.

Debbie Turner  
Stenographer